

UNIT TITLE: Contracting and Tendering for Voluntary Organisations

LEVEL: Three

CREDIT VALUE: 3

UNIT CODE: VJ23QQ001

ACCREDITED UNIT NO: H/102/9114

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the nature of grants, service agreements and contracts and understand the differences between them. (F5.2.) ¹	1.1. Describe and evaluate the main differences between grants, service agreements and contracts.
2. Understand the advantages and disadvantages of grants, service agreements and contracts to voluntary organisations. (F3.2.)	2.1. Assess the main advantages and disadvantages of grants, service agreements and contracts to voluntary organisations.
3. Understand how to tender for a contract with a statutory body. (F3.2.)	3.1. Plan a tender for a contract between a voluntary organisation and a statutory body.
4. Understand how a contract is made between a statutory body and a voluntary organisation and know what to include. (F3.3.)	4.1. Formulate a contract between a voluntary organisation and a statutory body.

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¹ Management of Volunteers Standards

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ASSESSMENT INFORMATION

Guidance:

This grid gives details of the assessment activities to be used with the unit attached. Please refer to the NOCN Centre Handbook for definitions of each activity and the expectations for assessment practice and evidence for moderation.

The assessment activities for this unit are indicated in the table below:

Key: P = Prescribed – this assessment method *must* be used to assess the unit.

O = Optional – this assessment method *could* be used to assess the unit.

Case study	O	Project	
Written question & answer/test/exam		Role play/simulation	
Essay	O	Practical demonstration	
Report	O	Group discussion	
Oral question and answer		Performance/exhibition	
Written description	O	Production of artefact	
Reflective log / diary		Practice file	

Signposting Key Skills

This unit offers clear opportunities for learners to provide evidence of achievement in Key Skills achievement in the following skill area/s:

Key Skill		Wider Key Skill	
Communication	✓	Working with others	
Information Technology	✓	Problem solving	
Application of Number	✓	Improving Own Learning and Performance	